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[redacted] the leader of the IG Team looking into the information explosion problem) called to inquire about the status of the survey of files he heard was being conducted to identify collections which may lend themselves to microfilming. I told him that the survey was being conducted in the Support Directorate only and that it was only beginning. I told him we had addressed a memorandum to the Directors of Support Offices asking that they review their files in terms of criteria which we furnished them. We hope to develop the basis for a further evaluation and identification of one or a few systems which might be used as pilot projects to help us in assessing the feasibility of pushing for wide spread use of microforms. We plan to conduct cost effectiveness evaluations to determine when it is reasonable to convert to microforms for the primary purpose of conserving space. I told him that the memorandum had gone out perhaps two or three weeks ago and that we had asked for the first response by 1 December. He wondered why the Records Administration Branch couldn't make the initial identification and I told him we could and, in fact, we are making our own independent identification but that we felt the program would be more successful if the requirement were levied by the Deputy Director for Support and the components were required to respond to him. I said we also did it this way because we want to do whatever we can to guarantee interest and support for the program at the management levels. The program has a much better chance of success if the components make their own identification than it would if we are required to persuade them that our conclusions should be accepted.

[redacted] then said he had visited the Office of Communications to look at the system they have installed which was described at the Records Conference last week. [redacted] was very much impressed by this system. He is convinced that it offers great potential for the rest of the Agency and would like to say something to that effect in his recommendations. He suggests that we might use this system as one of the pilots projects for purposes of costing. He may have a point and we should look into this when we get involved with

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[redacted] Project. Incidentally, [redacted] mentioned that he and his colleagues had met again this morning with Col. White to report progress on their study of the information explosion and Col. White said again that we are not having any more buildings - "let them use microdot" was the way Lawrence quoted him.

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*I don't think he*  
[redacted] I told [redacted] that our intention was to move at a moderate speed within the capability of our present resources in addition to their own duties looking forward to a 5-year program. I told him that the installation of movable shelving at the Records Center and the renovation [redacted] we estimate, give us about 5 years room for growth and we hope to get ourselves into a position to avoid grappling with the construction problem again at that time. [redacted] will have a continuing interest in our progress with this survey and subsequent study and promises to stay in touch with Vince.

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*&!*  
It may be in our interest to take the initiative in establishing this communication link and keeping it open with the idea that we will get some feedback from him on the status of his project and what he expects to say by way of recommendations to the Executive Director. It is altogether possible and not altogether unlikely that his newly acquired expertise can cause us serious difficulties in the future if he fires his recommendations from the hip. I tried to emphasize to him our interest in pursuing and encouraging people to install microform systems but in a carefully considered systems context rather than to simply satisfy an urge to microfilm. I said this several times in several ways and he acknowledged it repeatedly but I still worry about the real depth of his comprehension of the systems considerations.

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